

**ELK TOWNSHIP
COMMITTEE WORK SESSION MINUTES
May 18, 2021**

The meeting was called to order by Mayor Sammons at 7:03PM.

The Open Public Meeting Notice was read.
The Salute to the Flag was recited.

ROLL CALL: Present were: Mr. Hollywood (via teleconference), Mrs. Nicholson, Mr. Poisker, Mayor Sammons and Mrs. Pine, Township Clerk. Mr. Rambo and Mr. Considine were absent.

Approval of minutes of May 6, 2021 Regular Meeting

Motion by Mrs. Nicholson, seconded by Mr. Poisker to approve the minutes of the May 6, 2021 Regular Meeting, all were in favor motion carried.

PUBLIC PORTION on Agenda Items only.

Motion by Mr. Poisker to open the meeting to the public, seconded by Mrs. Nicholson, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions on agenda items to speak at this time.

No one spoke.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

ORDINANCES:

O – 6 – 2021 – Amending Chapter 84 Entitled “Solid Waste” of the Code of the Township of Elk

PUBLIC HEARING

Motion by Mr. Poisker, seconded by Mrs. Nicholson to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to speak if they have any questions concerning the Ordinance.

No one spoke.

Motion by Mrs. Nicholson, seconded by Mr. Poisker to close the public portion, all were in favor, motion carried.

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt Ordinance O-6-2021, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

O – 7 – 2021 – Amending Chapter 97 Entitled “Snow Removal and Placement” of the Code of the

Township of Elk – **PUBLIC HEARING**

Motion by Mrs. Nicholson, seconded by Mr. Poisker to open the public portion, all were in favor, motion carried.

Mayor Sammons invited the public to speak if they have any questions concerning the Ordinance.

No one spoke.

Motion by Mr. Poisker, seconded by Mrs. Nicholson to close the public portion, all were in favor, motion carried.

Motion by Mrs. Nicholson, seconded by Mr. Poisker to adopt Ordinance O-7-2021, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

RESOLUTIONS:

R-71-2021 – To Refund Money to Jon Bishop for an Overpayment on Taxes

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

R-72-2021 – To Award Contract For One 2021 Ford Utility K8A AWD Police Vehicle for the Township Of Elk to Gentilini Ford, 555 John S. Penn Blvd, Woodbine, NJ 08270 Pursuant To The Cranford CO OP Number 47-CPCPS

Motion by Mrs. Nicholson, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

R-73-2021 – Authorizing Renewal of Plenary Retail Distribution Liquor License Number 0804-44-001-002 for Havish 1 for the Period of July 1, 2021 to June 30, 2022

Motion by Mr. Poisker, seconded by Mrs. Nicholson to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

Mr. Bitgood presented a Resolution for the Local Recreation Improvement Grant for Committee to consider. Mr. Poisker asked if the improvements include the surfacing with gravel and improving the cross walk. Is the parking lot going to be enlarged and is stormwater management also part of this application. Mr. Bitgood stated there may already be enough parking, a handicap parking spot needs to be added, for ADA compliance and the 2 street crossing signs and markings. The existing paved area near the entrance can be marked for the handicap spot. Mr. Bitgood stated the DEP has defined course paving as course asphalt or course concrete. If the course paving is used there is an exemption from a lot of stormwater rules. If course paving is not used the stormwater rules will have to be addressed. Mrs. Nicholson asked why we would have to address the stormwater rules if we are using stone? Mr. Bitgood stated the 1 acre of disturbance is what is pushing us to address the stormwater rules. The area could be reduced from the 1 acre disturbance. Mr. Bitgood mentioned having a conference call with the DEP to clarify. Mrs. Nicholson and Mr. Bitgood will contact the DEP.

R-74-2021 – Authorizing Application to the NJDCA Local Recreation Improvement Grant

Motion by Mrs. Nicholson, seconded by Mr. Poisker to adopt and approve said Resolution, upon roll call motion carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes, only if grant can be applied to public safety going across CR 538, Parking lot is not built and a retention basin is not required.
	Mayor Sammons	Yes

TOPICS:

The Reopening of Municipal Building was discussed. Committee is in favor of opening the building provided the CDC Guidelines and Executive Order are followed. Masks must be worn when in the building, notices to wash hands or use hand sanitizer will be posted, and social distancing must be observed. A periodic cleaning throughout the day should be done also. The reopening will be Tuesday, June 1st.

The Construction Official has requested a correction in the Ordinance for Construction/Property Maintenance. There is a discrepancy in the fee for a CO in different portions of our code book. Committee would like to know if the Township can require a septic certification, when the state and county do not. Mr. Duffield will be contacted on this issue.

The police Lieutenant at a previous meeting presented Committee with his proposed structure of the police department and establishing a hierarchy. The Ordinance for the Police Department will need to be amended for this proposed structure. Lt. Gonnelli would like to have the positions listed with no limit on the number allowed. Mr. Duffield strongly recommends putting a number limit on the upper positions. Mr. Hollywood stated the structure needs to have the right supervision. After discussion the listing being considered is: 1 Chief, 1 Lieutenant, 2 Sergeants, 1 Detective Sergeant, Corporals, Patrolmen.

GLOUCESTER COUNTY REPRESENTATIVE, was not present.

PURSUANT TO RESOLUTION R-26-2020
THERE IS A TIME LIMIT OF 3 MINUTES PER PERSON DURING THE PUBLIC PORTION

PUBLIC PORTION:

Motion by Mrs. Nicholson to open the meeting to the public, seconded by Mr. Poisker, all were in favor, motion carried.

Mayor Sammons asked if anyone had any questions or comments or an issue they would like to bring to the township committees attention to speak at this time.

No one spoke at this time.

Motion by Mrs. Nicholson to close the public portion, seconded by Mr. Poisker, all were in favor, motion carried.

PAY BILLS:

Motion by Mr. Poisker to Pay the Bills, seconded by Mrs. Nicholson, upon roll call motion was carried.

Roll Call:	Mr. Hollywood	Yes
	Mrs. Nicholson	Yes
	Mr. Poisker	Yes
	Mayor Sammons	Yes

ADJOURNMENT

Motion by Mr. Poisker to adjourn, seconded by Mrs. Nicholson, all were in favor, the meeting was adjourned at 7:59PM.

Respectfully Submitted,

Debora R. Pine, RMC, CMC
Township Clerk